

02/20

Clerk of the Decatur Circuit Court

150 Courthouse Square, Room 244

Greensburg, Indiana 47240

Phone: (812)663-8223

Email: clerk@decaturcounty.in.gov

Decatur Superior Court

Small Claims Division

150 Courthouse Square, Room 211

Greensburg, Indiana 47240

Magistrate Phone: (812) 222-3804

**VERIFIED MOTION FOR PROCEEDINGS SUPPLEMENTAL, SUMMONS, AND INTERROGATORIES TO
DEFENDANT AND GARNISHEE DEFENDANT IN A SMALL CLAIMS CASE**

CASE NO. 16D01-_____-SC-_____

_____,
Plaintiff,

vs.

_____,
Judgment Defendant

and

_____,
Garnishee Defendant (Employer)

(Street Address)

(Street Address)

(City, State, Zip Code)

(City, State, Zip Code)

***Email**

***Email**

**Service requested on
Judgment Defendant by:**

- ☐ Certified Mail
☐ Sheriff of _____ County

**Service requested on
Garnishee Defendant by:**

- ☐ Certified Mail
☐ Sheriff of _____ County

Plaintiff appears and states that to the best of its/his/her knowledge: Plaintiff owns the judgment rendered in this cause against the Judgment Defendant(s); Plaintiff has no cause to believe that levy of execution against the Judgment Defendant(s) will satisfy the judgment; Plaintiff's judgment is unsatisfied; and the Garnishee Defendant (Employer) has in its possession the following personal property of Judgment Defendant; wages, salaries, commission, earnings, and income. Plaintiff moves the Court to issue an order requiring the Judgment Defendant(s) to appear to testify concerning his/her/their property and requiring the Garnishee Defendant to answer interrogatories concerning the Judgment Defendant's property in its/his/her possession.

I affirm under the penalty for perjury that the foregoing representations are true.

Date: _____

Signature: _____

Printed Name: _____

Address: _____

Telephone: _____

***Email:** _____

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<p>ORDER TO JUDGMENT DEFENDANT(S) TO APPEAR IN COURT AND ORDER TO GARNISHEE DEFENDANT TO ANSWER INTERROGATORIES OR APPEAR</p>
--

CASE NO. 16D01-_____-SC-_____

_____,
Plaintiff,

vs.

_____,
Judgment Defendant

and

_____,
Garnishee Defendant (Employer)

(Street Address)

(Street Address)

(City, State, Zip Code)

(City, State, Zip Code)

*Email

*Email

The Court grants the Plaintiff's motion. Judgment Defendant(s) is/are Ordered to appear in this Court on **Tuesday**, _____ to answer as to the Judgment Defendant's assets, property, and income.

The Court Orders the **Garnishee Defendant (Employer)** to appear in Court at the above date and time **OR to answer the attached interrogatories** under oath and return them to the Clerk of the Court on or before 7 days prior to the above-scheduled hearing.

SO ORDERED: _____

Judge/Magistrate, Decatur Superior Court

Distribution: Plaintiff

Serve:

Defendant

Garnishee Defendant

CERTIFICATE OF MAILING

I hereby certify that on the ____ day of _____, 20 ____, I mailed a copy of this notice to each of the defendant(s) _____ by certified mail requesting a return receipt addressed to each of said defendant(s) _____ at the address(es) furnished by the plaintiff.

DATED: _____

Clerk, Decatur Superior Court

RETURN OF SERVICE OF NOTICE OF MAIL

I hereby certify that service of notice with return receipt requested was mailed on the ____ day of _____, 20 ____, and that a copy of return receipt was received on the ____ day of _____, 20 ____, which copy is attached herewith.

DATED: _____

Clerk, Decatur Superior Court

CERTIFICATE OF CLERK OF NOTICE NOT ACCEPTED BY MAIL

I hereby certify that on the ____ day of _____, 20 ____, I mailed a copy of this notice to each of the defendant(s) _____ by certified mail, and the same was returned without acceptance this ____ day of _____, 20 ____, and I did notify plaintiff by mail this date of such non-delivery.

DATED: _____

Clerk, Decatur Superior Court

RETURN OF SERVICE OF NOTICE

I hereby certify that I have served the within notice:

- (1) by delivering on the ____ day of _____, 20 ____, a copy of this notice of claim of each of the within-named defendant(s) _____, or
- (2) By leaving on the ____ day of _____, 20 ____ for each of the within-named defendant(s) _____, a copy of the notice of claim at the respective dwelling, house or usual place of abode of _____ and by mailing a copy of the notice to _____ at his last known address.

Sheriff of _____ County, Indiana

By _____

Deputy

02/20

Plaintiff

vs.

Case No. 16D01-_____-SC-_____

Defendant

INTERROGATORIES PROPOUNDED TO GARNISHEE DEFENDANT (EMPLOYER)

Plaintiff submits the following interrogatories to the Garnishee Defendant (all questions must be answered):

1. State the legal name of the corporation, LLC, partnership, or sole proprietorship:

2. Garnishee Defendant email address: _____
3. Is the Defendant in your employ? ☐ Yes ☐ No
4. If the Defendant is no longer in your employ, what is the name and address of the Defendant's current employer?

5. What is the Defendant's date of birth? _____
6. What are the last four digits of the Defendant's social security number: XXX-XX-_____
7. What is the Defendant's residence address? _____
8. If the Defendant is on an hourly pay rate, what is that rate? _____
9. What is the Defendant's pay period? (Weekly/Bi-Weekly/Monthly) _____
10. If the Defendant is on a salary, what is the gross salary? _____
11. Are there, at present, any garnishments or wage attachment on Defendant's earnings? ☐ Yes ☐ No If yes, list the case numbers: _____

I affirm, under the penalties for perjury, that the foregoing representations are true to the best of my knowledge.

Signature

Printed Name

Date

Title

Phone Number

Fax Number

Please Return To: Clerk of the Decatur Circuit Court,
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Greensburg, IN 47240
FAX: (812)662-6627
Email: clerk@decaturcounty.in.gov